

SY 2016 – 2017

TIMELINE for School Nutrition Programs:

* National School Lunch Program (NSLP)/School Breakfast Program (SBP)

* Summer Food Service Program (SFSP)

* Fresh Fruit and Vegetable Program (FFVP)

NH Department of Education ~ Bureau of Nutrition Programs and Services (BNPS)

<http://education.nh.gov/program/nutrition/>

All CLAIMS for reimbursement are to be completed online by the 10th of each month.

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| August 2016 | Wellness & Learning Conference | August 9 & 10: Laconia Middle School, Laconia, NH |
| | Verification Documents | August 31: Verification documents posted on the BNPS web page for downloading http://education.nh.gov/program/nutrition/verification.htm |
| | On-Line SAU/RA NSLP Application | Reminder: On-Line SAU/RA Sponsor Application to participate in NSLP completed prior to start of program school year. |
| September 2016 | Food Safety Inspection Report | September 9: Food Safety Inspection Letter mailed to each SAU/RA – (deadline date October 7, 2016) |
| | SFSP Claims Deadline | September 11: Final SFSP claims submitted to BNPS |
| | Verification Waiver Request | September 23: Verification waiver for Free and Reduced-Price School Meals Family Application effort mailed to SAU's |
| October 2016 | Verification Calculation Percentage | October 1: Calculate verification percentage based on applications approved by October 1. |
| | SAU On-Site Monitoring (ACCUCLAIM) | October 1: SAU On-Site Monitoring (ACCUCLAIM) documents posted on the BNPS website for downloading; (completion date February 1) http://education.nh.gov/program/nutrition/accuclaim.htm |
| | Verification Waiver Submittal Deadline | October 7: Waiver request for Verification of Free and Reduced-Price School Meals Family Application effort completion is due to BNPS |
| | Food Safety Inspection Deadline | October 9: Completed Food Safety Inspection report (for each SAU, per school) due to BNPS |
| | National School Lunch Week | October 10 – 14: is designated as National School Lunch Week |
| | Children's Health Month | October is designated Children's Health Month |
| November 2016 | Verification Completion Deadline | November 15: Verification of Free & Reduced-Priced School Meals Family Application process completed unless a waiver was requested and approved by the State Agency |
| December 2016 | Verification Completion – only for those with an approved waiver deadline | December 15: Verification of Free & Reduced-Priced School Meals Family Application process must be completed by December 15 th , if a waiver was granted by the State Agency |
| | On-Line Verification Summary Report Deadline | December 31: On-Line School Food Authority Verification Summary Report of Free & Reduced-Price School Meals Family Application completed |
| January 2017 | SAU/RA On-Site Monitoring (ACCUCLAIM) | Reminder: SAU On-Site Monitoring (ACCUCLAIM) process is completed by February 1st |
| February 2017 | SAU/RA On-Site Monitoring (ACCUCLAIM) deadline | February 1: SAU On-Site Monitoring (ACCUCLAIM) process completed; information stays at SAU |
| | SFSP Training | Training announcement and invitation sent to participants; date and details TBA |
| | <i>Save the Date:</i> Tri-State School Food Service Conference | <i>Save the Date:</i> Tri-State School Food Service Conference, VT, May 2017 – More details to follow |

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| February 2017 (continued) | <i>Save the Date: FFVP training</i> | Save the Date: FFVP webinar training; April 2017. Date and details TBA |
| | Food Service Management Contract (FSMC) Documents | Notice sent to SAU's with a FSMC regarding status. Reminder, renewal/new FSMC must be State Agency approved prior to the end of current contract or beginning of new contract. |
| March 2017 | National School Breakfast Week | March 6 – 10 is designated as National School Breakfast Week |
| | <i>Registration:</i> Tri-State School Food Service Conference | Registration for the Tri-State School Food Service Conference, VT; May 2017 - date TBA |
| | SFSP Training | TRAINING: SFSP Annual Training; date TBA |
| | FFVP Invitation to Participate | Notification to participate in FFVP sent to qualified SAU's |
| | National Nutrition Month | National Nutrition Month |
| April 2017 | FFVP Training | FFVP webinar training; date TBA |
| | Community Eligibility Provision (CEP) Notification Posted to Bureau Web Site | April 1: CEP Data posted on Bureau's web page http://education.nh.gov/program/nutrition/community_eligibility_provision.htm |
| May 2017 | Tri-State School Food Service Conference | May 2017: Tri-State School Food Service Conference, VT |
| | <i>Save the Date:</i> Wellness and Learning Conference | Save the Date: Wellness and Learning Conference – August 2017; date and location TBA |
| June 2017 | SY 2016-2017: NSLP On-Line Application | SY 2016-2017: NSLP on-line application for participation open for data entry –(to be completed prior to start of program school year) |
| | SY 2016-2017 FFVP On-Line Application | On-Line FFVP application to participate completed; date TBA |
| | Wellness and Learning Conference Registration | Register for the Wellness and Learning Conference |
| | SFSP On-Line Sponsor Application deadline | June 15: On-Line SFSP application for participation must be completed – failure to meet the deadline will result in non-participation in SFSP for the summer of 2017 |
| | FFVP On-Line Applications | FFVP On-Line Sponsor and Site Applications open for data entry; date TBA |
| | CEP Election – Bureau notification and SAU paperwork | By June 30: Complete CEP forms found on Bureau's webpage. SAU's notify Bureau of election to participate http://education.nh.gov/program/nutrition/community_eligibility_provision.htm |
| July 2017 | Register for Wellness and Learning Conference | Register for the August Wellness and Learning Conference; registration closing date TBA |
| August 2017 | SY 2016-2017 On-Line SAU/RA NSLP Application | On-Line NSLP application for participation must be completed prior to start of school year |
| | Wellness and Learning Conference | Date and Location TBA |